

## MINUTES

March 2, 2022

### MEETING OF THE ALLEGANY COUNTY BOARD OF ELECTIONS 701 Kelly Road, Room 100, Cumberland, Maryland

**ATTENDEES:** John Stakem, President  
Armand Pannone, Board Attorney  
JoAnn Spiker, Member  
Debbie Johnson, Member  
Tim Donaldson, Member  
Lisa Griffith, Member  
Diane Loibel, Election Administrator  
Samantha Logsdon, Deputy Director

**ABSENT:** None

#### **DECLARATION OF QUORUM PRESENT**

Mr. Stakem called the meeting to order at 9:02 A.M., and stated that there was a quorum present.

#### **APPROVAL OF MINUTES**

Mr. Stakem called for alterations, corrections, and/or approval of the minutes. Mrs. Spiker made a motion to approve the February board minutes. Ms. Johnson seconded the motion. The motion passed unanimously.

#### **ATTORNEY'S REPORT**

None

#### **CORRESPONDENCE**

None

#### **ADDITIONS**

None

#### **ADMINISTRATOR'S REPORT**

#### **OLD BUSINESS:**

##### **Financial Disclosures**

Mrs. Loibel reminded members to complete their financial disclosures by the April 30<sup>th</sup> deadline.

### **Mail-in Applications**

Mrs. Loibel reported that staff has processed 1,250 mail-in applications and still have an additional 600 applications to process as of March 1, 2022. The second mailing will be sent out after the candidate filing deadline.

### **FY22 Inventory Audit**

We have completed 99.64% of our FY22 Inventory Audit. The deadline to complete the inventory audit is June 30, 2022.

### **FY23 Budget**

We are still waiting to receive our FY23 Budget Packet from the finance office. Mrs. Loibel reported to have most of the budget completed and just waiting on the paperwork.

### **Election Judge Manual Update**

SBE has approved the customizations for the 2022 Election Judge Manual. The manual will be submitted to the printer by the end of this week.

### **Meet and Greet Sessions**

Three Meet and Greet Sessions for potential new election judges were held on February 9, 2022. A total of 45 people attended the sessions and are interested in serving as election judges.

### **Election Judge Training Schedule**

A revised copy of the election judge training schedule was sent to all members in their board packets.

### **Candidate Filings**

Candidate filings during the month of February include: Penny Walker for Judge of the Orphans' Court, John Bowman II, Brian Grim, and Chalce Seek filed for Democratic Central Committee, David Bohn, Lori Lepley, and Linda Widmyer filed for Board of Education, Brett Bean, Rock Cioni, and William Patch filed for City Council. Ray Morriss filed for Mayor on March 1, 2022.

### **Disaster Recovery and Security Plan**

Updates continue to be made to the Disaster Recovery and Security Plan. Currently, I am working on the Election Day Relocation Plan. Once all updates have been complete, a copy of the plan will be sent for your review.

### **NEW BUSINESS:**

#### **MAEO Dates**

The 2022 MAEO Conference will be a one-day virtual event held on September 29, 2022. Mrs. Loibel offered to make arrangements for everyone to come to the County Office Complex to view the virtual event. Tentative dates for the 2023 MAEO Conference will be on May 14<sup>th</sup> – 19<sup>th</sup>.

### Alternate Early Voting Center

The deadline to submit the documents for the Alternate Early Voting Center is on March 28, 2022. No changes to the current site are being requested at this time. All documentation was mailed to board members for their review. Mrs. Loibel pointed out that the County is willing to provide a shuttle service to the alternate early voting location from the current early voting site in the event that we need to utilize the alternate location. Mrs. Spiker made a motion to retain the Alternate Early Voting Center. Ms. Johnson seconded the motion. The motion passed unanimously.

### Commission of Election Judges

Members reviewed the current election judge appointments for the 2022 Gubernatorial Elections. Mrs. Loibel stated that this is still a work in progress.

### Polling Place Changes

Mrs. Loibel noted that the Notice of Action was posted on the website at least 48 hours prior to the meeting. Based on the Legislative Districting Plan of 2022 and the lack of election judges, the following changes need to be made to the following precincts and polling places:

Dist/Prec	Old Legislative District	New Legislative District	Old Polling Place Name	New Polling Place Name	Comments
01-000	1C	1C	Orleans Volunteer Fire Dept.	Flintstone Volunteer Fire Dept.	Consolidating 01-000 with 03-000
03-000	1C	1C	Flintstone Volunteer Fire Department	Flintstone Volunteer Fire Dept.	Consolidating 01-000 with 03-000
04-002	1C	<b>1B</b>	Living Stone Church of the Brethren	Fort Hill High School	Combining all precincts in District 4
04-003	1C	<b>1B</b>	South Penn Elementary School	Fort Hill High School	Combining all precincts in District 4
04-004	1C	<b>1B</b>	Fort Hill High School	Fort Hill High School	Combining all precincts in District 4
04-005	1C	<b>1B</b>	Emmanuel Bethel UM Church	Fort Hill High School	Combining all precincts in District 4
04-008	1C	<b>1B</b>	Salvation Army Community Center	Fort Hill High School	Combining all precincts in District 4

05-004	1B	1B	Braddock Middle School	Braddock Middle School	Combining all precincts in District 5
05-006	1B	1B	Bowmans Addition Fire Hall	Braddock Middle School	Combining all precincts in District 5
06-001	1C	<b>1B</b>	Emmanuel Episcopal Church	Allegany High School	Combining 6-1 and 6-3 with 6-5 including ghost precinct
06-003	1C	<b>1B</b>	West Side Elementary School	Allegany High School	Combining 6-1 and 6-3 with 6-5 including ghost precinct
06-005	1C	<b>1B</b>	Allegany High School	Allegany High School	Combining 6-1 and 6-3 with 6-5 including ghost precinct
08-000	1A	1A	Westernport Elementary School	Westmar Middle School Gym	Consolidating 08-000 and 09-000 with 10-000
09-000	1A	1A	Barton Council Chamber	Westmar Middle School Gym	Consolidating 08-000 and 09-000 with 10-000
10-000	1A	1A	Westmar Middle School Lobby	Westmar Middle School Gym	Consolidating 08-000 and 09-000 with 10-000. Changing polling place location from the main lobby to the Gym at Westmar Middle School
12-000	1B	1B	Mountain Ridge High School – Bus Entrance	Mountain Ridge High School – Gym	Changing polling place from the bus entrance to the gym
14-000	1B	1B	Ramada Inn	Braddock Middle School	Consolidating 14-000 with the newly created District 5
16-001	1C	1C	Department of Emergency Services	Department of Emergency Services	District 16 was split with the redistricting plan into 2 different legislative districts. Consolidate 16-001 and 16-002
16-002	1C	<b>1B</b>	N/A	Department of Emergency Services	District 16 was split with the redistricting plan into 2 different legislative districts.

					Consolidate 16-001 and 16-002
18-000	1B	1B	Midland Fire Station	Midland Fire Hall	Change polling place from the Midland Fire Station to the Midland Fire Hall
21-000	1B	1C	Baltimore Pike Volunteer Fire Department	Baltimore Pike Volunteer Fire Department	Changed from legislative district 1B to legislative district 1C
22-001	1C	1B	Allegany College of MD	Allegany College of MD	Combining all precincts in District 22
22-002	1B	1B	Allegany College of MD	Allegany College of MD	Combining all precincts in District 22
26-000	1B	1A	Frostburg Community Center	Frostburg Community Center	Changed from legislative district 1B to legislative district 1A
Alternate EV Site			Department of Emergency Services	Department of Emergency Services	Looking to approve the alternate early voting site location. No change is requested from previous years.

Mrs. Spiker made a motion to approve the changes as presented with an exception that we may need to hold an emergency meeting if things change after the court decisions regarding redistricting or any change in legislation that may affect the polling places. Mr. Donaldson seconded the motion. The motion passed unanimously.

### **EFS Techs**

A list of names has been submitted to the staffing contractor for the EFS Techs needed for the 2022 Gubernatorial Elections.

### **Board Assignments for 2022 Election**

A copy of the board assignments was sent to all members for their review. Members were reminded that the assignments are tentative based on the changes approved at today's meeting.

### **Election Day Page Program**

In 2019, SB 364 required the State Board to develop the Election Day Page Program. The program offers students 14 years old or older to participate in the election process while earning community service credit. Participation is optional but all local boards are encouraged to offer this to the students of their county.

### **Municipal Election Schedule**

A copy of the Municipal Election Schedule has been sent out to all members. The Town of Westernport's Election will be held on May 24<sup>th</sup>, the City of Frostburg's (all mail) election will be held on June 7<sup>th</sup>, and the Town of Luke's election will be held on June 13<sup>th</sup>. Midland, Barton, and Lonaconing will not have an election this year.

### **Nursing Home Program**

The Nursing Home Program is currently in the process of being updated by SBE. As soon as we have more information, I will provide that information to all members.

### **Legislative Review**

A copy of the legislative review summary report was sent to all members for their review prior to the meeting.

### **Computer Systems and Software Security Updates:**

Mrs. Loibel reports that office staff has successfully applied the Microsoft Security updates for the month of February on SBE workstations. We have also updated other third-party software applications to their latest versions on all workstations.

### **Registration Statistics:**

Statistics as of February 28, 2022 were as follows: Total Active Registration 43,653, 12,086 Democrat, 22,587 Republican, 78 Green, 227 Libertarian, 46 Working Class, 8,218 Unaffiliated, and 411 Others.

### **Board Members Report:**

None

### **Disclosure of Campaign Contributions:**

None

### **Next Meeting:**

The next regular meeting will be held on April 6, 2022 at 9:00 A.M.

### **Adjournment:**

Mr. Donaldson made a motion for adjournment. Mrs. Spiker seconded the motion. The motion passed unanimously. Mr. Stakem adjourned the meeting at 11:13 A.M.